

# Title 491 WAC

## VOLUNTEER FIRE FIGHTERS, BOARD FOR

### Chapters

**491-02** Actuarial tables.  
**491-20** Public records.

### DISPOSITION OF CHAPTERS FORMERLY CODIFIED IN THIS TITLE

#### Chapter 491-10 EMERGENCY MEDICAL SERVICE DISTRICTS

491-10-010 Emergency medical service districts—Fees. [Statutory Authority: RCW 41.24.290(2). 93-22-003, § 491-10-010, filed 10/20/93, effective 11/20/93.] Repealed by 97-18-001, filed 8/20/97, effective 9/20/97. Statutory Authority: Chapter 41.24 RCW.

#### Chapter 491-02 WAC ACTUARIAL TABLES

### WAC

491-02-095 Actuarial tables, schedules, and factors.

**WAC 491-02-095 Actuarial tables, schedules, and factors.** This chapter contains the tables, schedules, and factors adopted by the board for volunteer fire fighters and reserve officers pursuant to the authority granted by RCW 41.24.185 for calculating optional retirement allowances of members of retirement systems administered by the board. These tables, schedules, and factors were adopted by the board upon the recommendation of and in light of the findings of the state actuary in his regular actuarial investigation into the mortality, service, compensation, and other experience of the members and beneficiaries of such retirement systems. The tables, schedules, and factors contained in this chapter shall govern the retirement allowances only of members retiring during the period from January 1, 2004, until such time as these tables, schedules, and factors are amended by the board following the next actuarial investigation conducted by the state actuary. The retirement allowances of members retiring before January 1, 2004, shall continue to be governed by the tables, schedules, and factors in effect at the time of each member's retirement. Any new tables, schedules, and factors adopted by the board in the future shall govern retirement allowances only of members retiring after the adoption of such new tables, schedules, and factors.

### Board for Volunteer Fire Fighters and Reserve Officers Table #1

#### Joint/Survivor Pension

#### Option 2 (Joint and 100% Survivor Pension with Pop-up) (WAC 415-02-380)

Member Younger		Member Older	
Age Differ- ence	Option 2 100%	Age Differ- ence	Option 2 100%
-20	0.958	0	0.870
-19	0.955	1	0.862
-18	0.952	2	0.857

Member Younger		Member Older	
Age Differ- ence	Option 2 100%	Age Differ- ence	Option 2 100%
-17	0.949	3	0.844
-16	0.947	4	0.840
-15	0.944	5	0.836
-14	0.940	6	0.831
-13	0.937	7	0.818
-12	0.934	8	0.814
-11	0.930	9	0.809
-10	0.927	10	0.805
-9	0.923	11	0.802
-8	0.920	12	0.787
-7	0.916	13	0.784
-6	0.912	14	0.780
-5	0.908	15	0.777
-4	0.901	16	0.773
-3	0.896	17	0.770
-2	0.889	18	0.767
-1	0.879	19	0.764
		20	0.762
		21	0.759
		22	0.756
		23	0.754
		24	0.752
		25	0.750
		26	0.748
		27	0.746
		28	0.744
		29	0.743
		30	0.741
		31	0.740
		32	0.738
		33	0.737
		34	0.736
		35	0.735
		36	0.734
		37	0.733
		38	0.732
		39	0.731
		40	0.730

**Table #2**  
**Survivor Pension**  
**Early Retirement Factors**  
**(WAC 415-02-320)**

Years Early	Month 0	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11
0	1.0000	0.9933	0.9866	0.9799	0.9732	0.9665	0.9598	0.9531	0.9464	0.9397	0.9330	0.9263
1	0.9200	0.9133	0.9066	0.8999	0.8932	0.8865	0.8798	0.8731	0.8664	0.8597	0.8530	0.8463
2	0.8400	0.8333	0.8266	0.8199	0.8132	0.8065	0.7998	0.7931	0.7864	0.7797	0.7730	0.7663
3	0.7600	0.7558	0.7516	0.7474	0.7432	0.7390	0.7348	0.7306	0.7264	0.7222	0.7180	0.7138
4	0.7100	0.7058	0.7016	0.6974	0.6932	0.6890	0.6848	0.6806	0.6764	0.6722	0.6680	0.6638
5	0.6600	0.6558	0.6516	0.6474	0.6432	0.6390	0.6348	0.6306	0.6264	0.6222	0.6180	0.6138
6	0.6100	0.6058	0.6016	0.5974	0.5932	0.5890	0.5848	0.5806	0.5764	0.5722	0.5680	0.5638
7	0.5600	0.5558	0.5516	0.5474	0.5432	0.5390	0.5348	0.5306	0.5264	0.5222	0.5180	0.5138
8	0.5100	0.5067	0.5034	0.5001	0.4968	0.4935	0.4902	0.4869	0.4836	0.4803	0.4770	0.4737
9	0.4700	0.4667	0.4634	0.4601	0.4568	0.4535	0.4502	0.4469	0.4436	0.4403	0.4370	0.4337
10	0.4300	0.4267	0.4234	0.4201	0.4168	0.4135	0.4102	0.4069	0.4036	0.4003	0.3970	0.3937
11	0.3900	0.3867	0.3834	0.3801	0.3768	0.3735	0.3702	0.3669	0.3636	0.3603	0.3570	0.3537
12	0.3500	0.3467	0.3434	0.3401	0.3368	0.3335	0.3302	0.3269	0.3236	0.3203	0.3170	0.3137
13	0.3100	0.3083	0.3066	0.3049	0.3032	0.3015	0.2998	0.2981	0.2964	0.2947	0.2930	0.2913
14	0.2900	0.2883	0.2866	0.2849	0.2832	0.2815	0.2798	0.2781	0.2764	0.2747	0.2730	0.2713
15	0.2700	0.2683	0.2666	0.2649	0.2632	0.2615	0.2598	0.2581	0.2564	0.2547	0.2530	0.2513
16	0.2500	0.2483	0.2466	0.2449	0.2432	0.2415	0.2398	0.2381	0.2364	0.2347	0.2330	0.2313
17	0.2300	0.2283	0.2266	0.2249	0.2232	0.2215	0.2198	0.2181	0.2164	0.2147	0.2130	0.2113
18	0.2100	0.2092	0.2084	0.2076	0.2068	0.2060	0.2052	0.2044	0.2036	0.2028	0.2020	0.2012
19	0.2000	0.1992	0.1984	0.1976	0.1968	0.1960	0.1952	0.1944	0.1936	0.1928	0.1920	0.1912
20	0.1900	0.1892	0.1884	0.1876	0.1868	0.1860	0.1852	0.1844	0.1836	0.1828	0.1820	0.1812
21	0.1800	0.1792	0.1784	0.1776	0.1768	0.1760	0.1752	0.1744	0.1736	0.1728	0.1720	0.1712
22	0.1700	0.1692	0.1684	0.1676	0.1668	0.1660	0.1652	0.1644	0.1636	0.1628	0.1620	0.1612
23	0.1600	0.1592	0.1584	0.1576	0.1568	0.1560	0.1552	0.1544	0.1536	0.1528	0.1520	0.1512
24	0.1500	0.1492	0.1484	0.1476	0.1468	0.1460	0.1452	0.1444	0.1436	0.1428	0.1420	0.1412
25	0.1400	0.1392	0.1384	0.1376	0.1368	0.1360	0.1352	0.1344	0.1336	0.1328	0.1320	0.1312
26	0.1300	0.1292	0.1284	0.1276	0.1268	0.1260	0.1252	0.1244	0.1236	0.1228	0.1220	0.1212
27	0.1200	0.1192	0.1184	0.1176	0.1168	0.1160	0.1152	0.1144	0.1136	0.1128	0.1120	0.1112
28	0.1100	0.1092	0.1084	0.1076	0.1068	0.1060	0.1052	0.1044	0.1036	0.1028	0.1020	0.1012
29+	0.1000	0.1000	0.1000	0.1000	0.1000	0.1000	0.1000	0.1000	0.1000	0.1000	0.1000	0.1000

**Table #3**  
**Lump-Sum Settlements**

Age	Factor	Age	Factor
20	12.7335330	60	10.0726845
21	12.7191510	61	9.9030688
22	12.7036393	62	9.7274751
23	12.6870065	63	9.5462842
24	12.6688761	64	9.3601408
25	12.6496453	65	9.1682895
26	12.6287501	66	8.9710880
27	12.6062073	67	8.7693452
28	12.5820349	68	8.5617611
29	12.5558736	69	8.3481095
30	12.5281256	70	8.1282574
31	12.4982502	71	7.9049634
32	12.4666517	72	7.7673880
33	12.4331717	73	7.4434669
34	12.3976573	74	7.2070202
35	12.3601450	75	6.9674370
36	12.3203083	76	6.7250943
37	12.2778326	77	6.4800919
38	12.2327750	78	6.2326266
39	12.1844828	79	5.9832374
40	12.1332130	80	5.7325776
41	12.0783450	81	5.4813743
42	12.0199820	82	5.2319096
43	11.9577175	83	4.9851840
44	11.8915114	84	4.7422313
45	11.8211694	85	4.5041150

Age	Factor	Age	Factor
46	11.7461884	86	4.2722117
47	11.6665967	87	4.0482355
48	11.5816343	88	3.8341147
49	11.4912414	89	3.6319683
50	11.3949206	90	3.4438535
51	11.2923916	91	3.2716047
52	11.1841811	92	3.1136352
53	11.0693428	93	2.9700277
54	10.9474827	94	2.8403701
55	10.8184363	95	2.7238456
56	10.6826650	96	2.6193178
57	10.5407844	97	2.5253520
58	10.3917265	98	2.4401933
59	10.2356241	99	2.3616744

[Statutory Authority: RCW 41.24.290(2), 03-22-024, § 491-02-095, filed 10/27/03, effective 1/1/04; 99-21-052, § 491-02-095, filed 10/18/99, effective 1/1/00; 90-24-033, § 491-02-095, filed 11/30/90, effective 12/31/90.]

## Chapter 491-20 WAC

### PUBLIC RECORDS

#### WAC

491-20-010	Public records available.
491-20-020	Definitions.
491-20-030	Public records officer.
491-20-040	Requests for public records.
491-20-050	Copying.
491-20-060	Exemptions.
491-20-070	Review of denials of public records requests.
491-20-080	Records index.
491-20-090	Request for records by mail—Address.

491-20-100 Adoption of form.  
491-20-990 Appendix A—Request for public records.

**WAC 491-20-010 Public records available.** All public records of the board for volunteer firemen, as defined in WAC 491-20-020 are deemed to be available for public inspection and copying pursuant to these rules, except as otherwise provided by RCW 42.17.310, and WAC 491-20-100.

[Statutory Authority: RCW 42.17.260(3). 87-16-013 (Order 89-1, Resolution No. 89-1), § 491-20-010, filed 7/24/87; Order II, § 491-20-010, filed 7/5/77.]

**WAC 491-20-020 Definitions.** (1) **Public records.** "Public record" includes any writing containing information relating to the conduct of governmental or the performance of any governmental or proprietary function prepared, owned, used, or retained by the board for volunteer firemen regardless of physical form or characteristics.

(2) **Writing.** "Writing means handwriting, typewriting, printing, photostating, photographing, and every other means of recording any form of communication or representation, including letters, words, pictures, sounds; or symbols, or combination thereof, and all papers, magnetic or punched cards, discs, drums and other documents."

[Statutory Authority: RCW 42.17.260(3). 87-16-013 (Order 89-1, Resolution No. 89-1), § 491-20-020, filed 7/24/87; Order II, § 491-20-020, filed 7/5/77.]

**WAC 491-20-030 Public records officer.** The board for volunteer firemen's public records shall be in the charge of the board's public records officer. The public records officer shall be the secretary of the board for volunteer firemen. The public records officer shall be responsible for the following: The implementation of the board for volunteer firemen's rules and regulations regarding release of public records, coordinating the staff of the system in this regard, and generally insuring compliance by the staff with the public records disclosure requirements of chapter 42.17 RCW.

[Statutory Authority: RCW 42.17.260(3). 87-16-013 (Order 89-1, Resolution No. 89-1), § 491-20-030, filed 7/24/87; Order II, § 491-20-030, filed 7/5/77.]

**WAC 491-20-040 Requests for public records.** In accordance with requirements of chapter 42.17 RCW that agencies prevent unreasonable invasions of privacy, protect excessive interference with essential functions of the agency, public records may be inspected or copies of such records may be obtained, by members of the public, upon compliance with the following procedures:

(1) A request shall be made in writing upon a form prescribed by the board for volunteer firemen which shall be available at its administrative office. The form shall be presented to the public records officer; or to any member of the board's staff, if the public records officer is not available, at the administrative office of the board during customary office hours. The request shall include the following information:

- (a) The name of the person requesting the records;
- (b) The time of day and calendar date on which the request was made;
- (c) The nature of the request;

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(d) If the matter requested is referenced within a current index maintained by the records officer, a reference to the requested record as it is described in such current index;

(e) If the requested matter is not identifiable by reference to a current index of the board, an appropriate description of the record requested.

(2) In all cases in which a member of the public is making a request, it shall be the obligation of the public records officer or staff member to whom the request is made, to assist the member of the public in appropriately identifying the public record requested.

[Statutory Authority: RCW 42.17.260(3). 87-16-013 (Order 89-1, Resolution No. 89-1), § 491-20-040, filed 7/24/87; Order II, § 491-20-040, filed 7/5/77.]

**WAC 491-20-050 Copying.** No fee shall be charged for the inspection of public records. The agency shall charge a fee equal to 2 the amount necessary to reimburse the agency for its actual costs incident to such copying.

[Order II, § 491-20-050, filed 7/5/77.]

**WAC 491-20-060 Exemptions.** (1) The board for volunteer firemen reserves the right to determine that a public record requested in accordance with the procedures outlined in WAC 491-20-040 is exempt under the provisions of RCW 42.17.310.

(2) In addition, pursuant to RCW 42.17.260, the board for volunteer firemen reserves the right to delete identifying details when it makes available or publishes any public record, in any cases when there is reason to believe that disclosure of such details would be an invasion of personal privacy protected by chapter 42.17 RCW. The public records officer will fully justify such deletion in writing.

(3) All denials of requests for public records must be accompanied by a written statement specifying the reason for the denial, including a statement of the specific exemption authorizing the withholding of the record and a brief explanation of how the exemption applies to the record withheld.

[Statutory Authority: RCW 42.17.260(3). 87-16-013 (Order 89-1, Resolution No. 89-1), § 491-20-060, filed 7/24/87; Order II, § 491-20-060, filed 7/5/77.]

**WAC 491-20-070 Review of denials of public records requests.** (1) Any person who objects to the denial of a request for a public record may petition for prompt review of such decision by tendering a written request for review. The written request shall specifically refer to the written statement by the public records officer or other staff member which constituted or accompanied the denial.

(2) Immediately after receiving a written request for review of a decision denying a public record, the public records officer or other staff member denying the request shall refer it to the board. The board shall call a special meeting of the board as soon as legally possible to review the denial. In any case, the request shall be returned with a final decision, within two business days following the original denial.

(3) Administrative remedies shall not be considered exhausted until the board has returned the petition with a decision or until the close of the second business day following denial of inspection, whichever occurs first.

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[Statutory Authority: RCW 42.17.260(3). 87-16-013 (Order 89-1, Resolution No. 89-1), § 491-20-070, filed 7/24/87; Order II, § 491-20-070, filed 7/5/77.]

**WAC 491-20-080 Records index.** (1) The board for volunteer firemen finds that it would be unduly burdensome and would interfere with agency operations to maintain an index of records because of the large number of cases, the resulting volume of correspondence, reports, surveys, and other materials, and the limited number of staff available to compile and maintain such an index.

(2) The board for volunteer firemen will make available for public disclosure all indices which may at a future time be developed for agency use.

[Statutory Authority: RCW 42.17.260(3). 87-16-013 (Order 89-1, Resolution No. 89-1), § 491-20-080, filed 7/24/87; Order II, § 491-20-080, filed 7/5/77.]

**WAC 491-20-090 Request for records by mail—Address.** All communications with the board including but not limited to the submission of materials pertaining to its operations and/or the administration or enforcement of chapter 42.17 RCW and these rules; requests for copies of the board's decisions and other matters, shall be addressed as follows: Board for Volunteer Firemen, P.O. Box 114, Olympia, Washington 98507.

[Statutory Authority: RCW 42.17.260(3). 87-16-013 (Order 89-1, Resolution No. 89-1), § 491-20-090, filed 7/24/87; Order II, § 491-20-090, filed 7/5/77.]

**WAC 491-20-100 Adoption of form.** The board hereby adopts for use by all persons requesting inspection and/or copying or copies of its records, the form attached hereto as Appendix A, entitled "Request for public record."

[Order II, § 491-20-100, filed 7/5/77.]

**WAC 491-20-990 Appendix A—Request for public records.**

APPENDIX A  
REQUEST FOR PUBLIC RECORDS

**Name of Requestor:**

**Address:**

**Phone:**

**Date of Request:**

**Time of Request:**

Nature of Request:

1. Index Reference . . . . .
2. If not identifiable by reference to the index, then describe the document(s) in detail . . . . .

. . . . .  
Signature . . . . .

**For Office Use Only:**

- (1)
- |                                  |                                   |                                  |
|----------------------------------|-----------------------------------|----------------------------------|
| Request                          | Record                            | Record                           |
| Granted <input type="checkbox"/> | Withheld <input type="checkbox"/> | Withheld                         |
|                                  |                                   | In Part <input type="checkbox"/> |
- (2) If withheld, name the exemption contained in section 31, chapter 1, Laws of 1973, which authorizes the withholding of the record or part of record: Subsection (1) ( ).

- (3) If withheld, briefly explain how the exemption applies to the record withheld.
- (4) If request granted, time . . . . ., day . . . . .

[Order II, Appendix A (codified as WAC 491-20-990), filed 7/5/77.]